

MSDC Neighbourhood Plan Submission Checklist

STAGE	DESCRIPTION	√ / X	RELEVANT LEGISLATION & REGULATIONS	COMMENTS
1. Receipt of draft NDP by MSDC	The draft plan includes:	√	Regulation 15	<p>Map of neighbourhood area included on page 1.</p> <p>Consultation Statement submitted with Submission documents. Includes details of consultation activities undertaken as well as a summary of the main issues & concerns raised during the Reg 14 pre-submission consultation.</p> <p>Basic Conditions Statement included with Submission documents.</p> <p>Strategic Environmental Assessment and Habitats Regulations Assessment was screened out by MSDC.</p>
	a. a map or statement identifying the area to which the plan relates;		Para 8 Schedule 4B to the 1990 Act	
	b. the consultation statement – which contains details of those consulted, how they were consulted, summarises the main issues; and concerns raised and how these have been considered, and where relevant addressed in the proposed NDP;	√	The Conservation of Habitats and Species Regulations 2010 as amended by Schedule 2 of the Neighbourhood Planning (General Regulations) 2012. i.e. Regs 102 & 102A	
	c. the proposed NDP;	√		
	d. a statement explaining how the NDP meets the 'basic conditions';	√		
e. Where appropriate, the information to enable appropriate environmental assessments if required or where it has been determined that a plan proposal is unlikely to have significant environmental effects, a statement of reasons for the determination.	√			
2. MSDC assessment of the proposed neighbourhood plan	a. Is it a repeat plan proposal?	X	1990 Act Schedule 4B para 5& Regulation 18	<p>Slaugham Parish Council agreed the submission documents at a meeting in May 2018. Following this, documents were submitted to MSDC. MSDC officers advised of minor amendments and updates to be</p>
	b. Is the parish / town council authorised to act?	√		
		√	38 A and B	

	<p>c. Do the proposal and accompanying documents:</p> <ul style="list-style-type: none"> • comply with the rules for submission to the LPA (1a-e) • meet the 'definition of a NDP' • meet the 'scope of NDP provisions' <p>Definition of a NDP = "is a plan which sets out policies (however expressed) in relation to the development and use of land in the whole or any part of a particular neighbourhood area specified in the plan."</p> <p>Scope of NDP provisions =</p> <ul style="list-style-type: none"> • The NDP must specify the period for which it is to have effect; • It cannot include provision about development that is 'excluded development'¹ • It cannot relate to more than one neighbourhood area or repeat an existing planning permission. <p>d. Has the parish / town council undertaken the correct procedure in relation to consultation and publication.</p>	<p>√</p> <p>√</p>	<p>2004 Planning & Compulsory Purchase Act as amended by the Localism act Section 38 A(2)</p> <p>2004 Act Section 38B (1& 2) (4)</p>	<p>made. The Submission documents were subsequently amended and finalised between August- October 2018.</p> <p>The submitted Slaugham NDP contains policies related to the development and use of land and doesn't contain any policies relating to 'excluded development'.</p> <p>The plan period is 2014-2031.</p> <p>The Consultation Statement details the consultation undertaken including details of the statutory Reg 14 consultation. There was consultation period from 13th November 2017 to 22nd January 2018. A flyer was individually hand delivered to residents in the Parish and the consultation was advertised in the Parish newsletter, in the Mid Sussex Times, on noticeboards throughout the Parish, on banners and online.</p> <p>The plan and evidence base were made available online.</p>
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¹ 1 'Excluded development' = County matter i.e. relating to minerals, Any operation or class of operation relating to waste development, development that falls within Annex 1 to Council Directive 85/337/EEC i.e. Oil refineries, power stations, radioactive waste disposal, iron and steel smelting, asbestos operations, chemical installations, motorways, airports, ports and toxic and dangerous waste disposal. Development consisting wholly or partly of a national infrastructure project

<p>3. Notification of the MSDCs decision</p>	<p>MSDC must notify the parish / town council whether or not they are satisfied that the proposal complies with the criteria for a neighbourhood plan.</p> <p>Where it is not satisfied the NPA can refuse and must notify them of the reasons.</p> <p>It must also publicise its decision in a 'decision statement'</p>	<p>√</p>		<p>Receipt of submission Documents confirmed and details of Reg 16 consultation sent to Neighbourhood Planning Group</p>
<p>4. Publicising the NDP proposal</p>	<p>SDNPA is required to publicise on its website:</p> <ul style="list-style-type: none"> a. the details of the plan; b. where and when it can be inspected; c. how to make representations on the plan proposals; d. that a representation can include a request to be notified of the LPA decision on the plan proposal; and e. the deadline for receipt of representations. <p>MSDC is required to notify the bodies referred to in the consultation statement that the plan has been received as soon as possible.</p>	<p>√</p> <p>√</p>	<p>Regulation 16</p>	<p>Details to be published on the MSDC website at: www.midsussex.gov.uk/neighbourhoodplans</p>
<p>5. Appointment of Examiner</p>	<p>The NPA appoints an independent examiner with the consent of the parish / town council submitted the plan.</p>		<p>1990 Act Schedule 4B para 6</p>	<p>Examiner appointment to be made during the consultation period.</p>